



Uttar Bihar Gramin Bank

Head Office, Kalambagh Chowk, Muzaffarpur

Tender reference No.HO:GAD/14/2021-22/699

Date::01.12.2021

**TENDER FOR Disposal of Wooden/Aluminum and Steel Scrap
AT BRANCHES/OFFICES OF UTTAR BIHAR GRAMIN BANK**

Uttar Bihar Gramin Bank invites **sealed tender** offers viz. **“Technical Bid”** and **“Commercial Bid”** in the Performa enclosed at Annexure-B and Annexure-C from interested parties for **Disposal of Paper/Wooden/Aluminum and Steel Scrap.**

The terms & conditions of the offer are given in Annexure –A. Vendor will have to furnish unconditional compliance for all terms and conditions.

The complete tenders in all respect are required to be submitted at the following address: -

<u>Tender reference</u>	<u>HO/GAD/14/2021-22/699</u>
<u>Start date of tender</u>	<u>01.12.2021</u>
<u>Last date for bids</u>	<u>28.12.2021 upto 3.00 PM</u>
<u>Date of opening of Technical Bid</u>	<u>28.12.2021 at 3.30 PM</u>
<u>Address for communication</u>	General Manager Uttar Bihar Gramin Bank Kalambagh Chowk, Muzaffarpur – 842 001 (Bihar)

The cost of tender is Rs.3500/- (Rupees Three thousand five hundred only) must accompany the tender in the form of Demand Draft (non-refundable) in favour of “Uttar Bihar Gramin Bank” and payable at Muzaffarpur.

Earnest Money Deposit of Rs.50,000/- (Rupees Fifty thousand) only must accompany the tender offers as specified in this tender document. The earnest money deposit of all the unsuccessful bidders will be returned within a period of 30 days from the date of issue of orders.

Terms and conditions along with various formats and Performa for submitting the tender offer are described in the tender documents and its Annexure.

GENERAL MANAGER

Date :: 01.12.2021

Place :: Muzaffarpur



Uttar Bihar Gramin Bank

Head Office, Kalambagh Chowk, Muzaffarpur

Tender reference No.HO/GAD/14/2021-22/699

Date::01.12.2021

For Disposal of Wooden/Almunium and Steel Scrap.

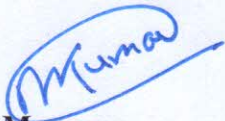
- 1.Competitive offers in sealed covers super scribed with the statement “Bids for **Disposal of Paper/Wooden/Almunium and Steel Scrap.**” are invited from interested parties for disposal on “**AS IS WHERE IS**” basis.
2. The scrap material can be inspected at Uttar Bihar Gramin Bank, Head Office at Kalambagh chowk, Muzaffarpur / 14 Regional offices(Araria, Bettiah, Chapra, Darbhanga, Gopalganj, Hajipur, Jhanjharpur, Madhubani, Motihari, Muzaffarpur,Purnia,Saharsa,Sitamarhi and Siwan),1032 branches between 10.00 hrs to 16:00 hrs on any working day.
3. Tenderers are accordingly requested to quote their highest rates for lifting the Paper/Wooden/Almunium and Steel Scrap. The proposal should be submitted in two parts viz. “**Technical Bid**” and “**Commercial Bid**” in the Performa enclosed at Annexure-B and Annexure-C, respectively. Filled in Annexure-B & Annexure-C should be sealed in separate envelopes and appropriately super scribed with the statement “Technical Bid” or “Commercial Bid” as the case may be and then sealed in a bigger envelope super scribed with “**Bids for Disposal of Paper/Wooden/Almunium and Steel Scrap**”. The sealed cover should be addressed to the **General Manager, Uttar Bihar Gramin Bank, Head Office, Kalambagh Chowk, Muzaffarpur – 842 001 (Bihar)** and reach on or before **3.00 p.m 28 Dec 2021**. The Technical bids would be opened on the same day at **3.30 p.m**. The bidders may depute their personnel for the bid opening event, if they so desire.
4. The offer shall accompany an Earnest Money Deposit (EMD) of Rs. 50,000/- (Rupees Fifty Thousand only). The EMD should be submitted in the form of Demand Draft drawn in favour of **Uttar Bihar Gramin Bank** payable at Muzaffarpur. Tenders without EMD will be summarily rejected.
5. UBGB reserves the right to accept/reject any/all offer(s) without assigning any reason whatsoever.

General Manager
Uttar Bihar Gramin Bank
Head office-Muzaffarpur

GENERAL RULES & INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

1. Tendering shall be conducted in accordance with Open Tender procedures of the Bank. Prospective bidders must take note of the qualification requirements as specified in the tender documents. Bids must be accompanied by Earnest Money Deposit (EMD) in an acceptable form and amount as specified in the tender document. EMD should be submitted in a separate cover.
2. Tender document can be downloaded from the website www.ubgb.in. Any tender not accompanied with the EMD or the specified fee shall be rejected.
3. The EMD of Rs.50,000/- (Rupees Fifty Thousand only) by demand draft/ banker's cheque in favor of Uttar Bihar Gramin Bank, payable at Muzaffarpur to be remitted along with the Tender Documents of the contractor whose tender is accepted shall carry no interest whatsoever and this shall be forfeited in full in case he does not remit the Initial Security Deposit within the stipulated period or start the work by the stipulated date mentioned in the award letter. EMD is exempted for Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department.
4. The entire set of tender papers issued to the tenderers should be submitted fully priced and also signed on the page, together with initials on every page Initial/signature will indicate the acceptance of the tender papers by the tenderer.
5. Tender offers will be opened as per the schedule mentioned above at the address mentioned below in the presence of the bidders' representatives who choose to attend the opening of tender on the above specified date, time and place. Technical specifications, Terms and conditions, and various formats for submitting the tender offer are described in the tender document.
6. The acceptance of tender will rest with "Uttar Bihar Gramin Bank" which does not bind itself to accept the highest tender, and or reserves to itself the authority to reject any or all of the tenders received without assigning any reason whatsoever. All tenders that do not meet the prescribed conditions or are incomplete in any respect are liable to be rejected.
7. Items being in bits and pieces and barely recognizable have been accumulated over several years and will be sold in 'as is where is' condition only.
8. **Uttar Bihar Gramin Bank** reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
9. **Uttar Bihar Gramin Bank** reserves the right to issue sale release order for general items in particular or electronic items in particular or both as per convenience of Bank on finalization of best offer in Bank interest.
10. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will liable to be rejected.
11. All rates shall be quoted on the proper form of the tender alone.
12. An item rate tenders containing percentage below/ above will be summarily rejected.
13. On acceptance of the tender, the name of the accredited representative (s) of the contractor who would be responsible for taking instructions from the Bank shall be communicated to the Bank.
14. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and words. 'p' after the decimal figures, E.gRs. 2.15 "p", and in case of words, the word "Rupees" should precede and the word "Paise" should be written at the end, unless the rate is in whole rupees and followed by the words 'only' it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.
15. **Uttar Bihar Gramin Bank** does not bind itself to accept the highest or any tender and reserve to itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the quoted rates.
16. GST (registration proof to be enclosed with the tender) or any other tax on material or item as applicable in respect of this contract shall be payable by the contractor and Uttar Bihar Gramin Bank will not entertain any claim whatsoever in this respect.

17. The tender for works shall remain open for a period stated above, from the date of notice to invite tenders. If any tenderer withdraws his tender before the said period, then the bank shall be at liberty to forfeit Earnest Money paid along with the tender.
18. The tender for the work shall not be witnessed by a contractor or contractors who himself/ themselves has/have tendered or who may and had/have tendered for the same work. Failure to observe these conditions would render tenders of the contractors tendering as well as witnessing the tender liable to be summarily rejected.
19. It will be obligatory on the part of the tenderer to tender and sign the tender document for all the component parts and that, after the work is awarded, he will have to enter into an agreement for each component with the competent authority i.e, Uttar Bihar Gramin Bank.
20. The tenderer, apart from being a competent contractor must associate himself with agencies of the appropriate class who are eligible to tender for other works.
21. The quoted price shall be firm & no revisions are acceptable on the final price.
22. Full payment, i.e. the residual amount after adjusting the bid security will be obtained from the successful bidder before releasing the goods.
23. In case the selected bidder does not show interest in lifting the goods, the bid security will be forfeited and other actions initiated including resale of the goods in question at the risk and at the cost of the defaulter, after obtaining legal advice.
24. Late bids i.e. bids received after the specified date and time of receipt will not to be considered.



General Manager
Uttar Bihar Gramin Bank
Head Office
Sharma Complex, Kalambagh Chowk
Muzaffarpur

SCOPE OF WORK

Disposal of Paper/Wooden/Aluminum and Steel Scrap kept in our UBGB premises.

OTHER CONDITIONS TO BE COMPLIED WITH

TENDERER SHALL VISIT THE SITE ON 23.12.2021

Intending tenderer shall visit the site and make himself thoroughly acquainted with nature of items, requirements of the works, removal methods and facilities of transport condition,. The tenderer shall include in their tender for cost of carriage, Freight and other charges as also for any special difficulties including police restriction for transport etc. for proper execution of work as noted in the tender. The successful tenderer will not be entitled to any claim of commencement of the work or which in the opinion of Bank might be deemed to have been inferred to so exist before commencement of work.

CONTRACTOR TO PROVIDE EVERYTHING NECESSARY

The contractor shall provide everything necessary for the purpose of execution of the Work according to the intent and meaning of the Tender whether the same may or may not be particularly shown described therein provided that the same can reasonably be inferred there from. The Bank shall on no account be responsible for the expenses incurred by the contractor for any material or tool obtained from elsewhere.

TIME OF COMPLETION / EXTENSION OF TIME & PROGRESS CHART

The entire work is to be completed in all respects within the stipulated period of 7 days. The work shall be deemed to be commenced within 1 day from the date of acceptance letter or date of handing over of site, whichever is earlier. Time is the essence of contract and shall be strictly observed by the contractor.

EXTENSION OF TIME

If in the opinion of the Bank the works are delayed (a) by reason of any exceptionally inclement weather or (b) by reason of instructions from the Bank in consequences of proceedings taken or threatened by or disputes, with adjoining or neighboring owners or (c) by the works, or delay of other contractors nominated by the Bank and not referred to in the specification or (d) by the reason of authorized extra and additions or (e) by reason or any combination or works men or strikes or lock out affecting any of the building trade or (f) from other causes which the Bank may consider are beyond the control of the contractor, the Bank at the completion of the time allowed for the contract for the control shall make fair and reasonable extension of time for completion in respect therefore. In the event of the Bank failing to give possession of the site upon the day specified above, the time of completion shall be extended suitably.

NOTICE AND PATENTS OF APPROPRIATE AUTHORITY AND OWNERS

The contractor shall conform to the provisions of any acts of the legislature relating to the work, and to the Regulations and Bye laws of any authorities and / or any water, lighting and other companies, and / or authorities with whose systems the structures were proposed to have connection.

The contractor shall arrange to give all notices required for by the said Acts. Regulations or Bye – laws to be given to any authority and to pay such authority or any public officer all fees that may be properly chargeable in respect of the work and lodge the receipt with the Bank.

The contractor shall indemnify the Bank against all claims in respect or patent rights, royalties damages to building, roads or members of public in case of execution of work and shall defend all actions arising from such claims and shall keep the Bank saved harmless and indemnified in all respects from such actions, costs and expenses.

ACCESS

Any authorized representative of the Bank shall at the reasonable times have free access to the workshop, factories or other place where materials are to be removed and also to any place where the materials are lying or from where that are being obtained, and the contractor shall give every facility to the bank or their representative everything necessary for inspection and examination and test of the materials and workmanship. Except the representative of the Bank no person shall be allowed at any time without the written permission of the Bank.

DAMAGE TO PERSONS AND PROPERTY INSURANCE ETC.,

The contractor shall be responsible for any injury to the work or workmen to persons, animals or things and for all damages to the structural and / or of any sub-contractor or of any of his or sub-contractor's employees, whether such injury or damages arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this contract. The causes shall be held to include inter – alias, streets, foot path or ways as well as damages caused to the buildings and the works forming the subject of this Contract by rain, wind or other inclemency of the weather. The contractor shall indemnify the Bank and hold harmless in respect of all and any expenses arising from any such injury or damages to persons or property as aforesaid or damage consequent upon such claim.

The Bank shall be at liberty and is hereby empowered to deduct the amount of any damages, compensation, costs charges and expenses arising or accruing from or in respect of any such claim or damage from any sums due or to become due to the contractor.

VICARIOUS LIABILITY

The Vendor shall be the principal employer of the employees, agents, contractors, subcontractors, etc., if any, engaged by the vendor and shall be vicariously liable for all the acts, deeds, matters or things, whether the same is within the scope of power or outside the scope of power, vested under the contract. No right of any employment in the Bank shall accrue or arise, by virtue of engagement of employees, agents, contractors, subcontractors etc., by the vendor for any assignment under the contract.

All remuneration, claims, wages dues etc., of such employees, agents, contractors, subcontractors etc. of the Vendor shall be paid by the Vendor alone and the Bank shall not have any direct or indirect liability or obligation, to pay any charges, claims or wages of any of the Vendor's employees, agents, contractors, subcontractors etc. The Vendor shall agree to hold the Bank, its successors, assigns and administrators fully indemnified, and harmless against loss or liability, claims, actions or proceedings, if any, whatsoever nature that may arise or caused to the

Bank through the action of Vendor's employees, agents, contractors, subcontractors, etc.

OTHER RULES AND REGULATIONS

All formalities or prescriptions under Workmen Compensation Act will be adhered to by the contractor. He will have to observe the regulations prescribed under the contracts Labor – Regulations & Abolition Act, 1970 and rules formed hereunder. The contractor shall not employ labor below the age of 18 years and shall pay them not less than the wages paid for similar work on the fair wage. Fair wage men's wage whether for time or piece work as defined in the Minimum Wages Act.

LAW, JURISDICTION AND DISPUTE RESOLUTION

The provisions of this Agreement shall be governed by and, construed in accordance with the Indian law and the courts in Muzaffarpur shall have the exclusive jurisdiction to deal with any issue arising out of this Agreement.

INDEMNITY

The contractor shall indemnify the Bank, and shall always keep indemnified and hold the Bank, its employees, personnel, officers, directors, harmless from and against any and all losses, liabilities, claims, actions, costs and expenses (including attorney's fees) relating to, resulting directly or indirectly from or in any way arising out of any claim, suit or proceeding brought against the Bank.

ASSIGNMENT

The successful selected vendor shall not assign, in whole or in part, its obligations to perform under the contract, except with the Bank's prior written consent.

CONFIDENTIALITY

The successful selected Vendor agree to maintain confidentiality and secrecy of all information received by them and/ or their personnel, employees, staff, agents, representatives, tangible or intangible, either directly or in the course of dealing with each other and or its employees and/ or its clients. The Vendor further undertake to utilize such information only for the normal course of business purpose of this Agreement/Tender and not for any other purpose, or which may prove detrimental to the interest of the Parties and/or its employees and/ or its clients

COMPLIANCE WITH LAW

The contractor shall comply all enforceable law in India time-being enforced.



Uttar Bihar Gramin Bank

Head Office, Kalambagh Chowk, Muzaffarpur

Annexure – B

Proforma for Technical Bid

1. Name of the Company/Firm/Individual : :
Address & Tel. No. E mail ID

2. Date of commencement of Business : :

3. Status of the organization : :
(i.e. whether proprietorship ,partnership,
Pvt. Ltd., etc.)

4. Name of the Proprietor with : :
Contact number

5. Annual Turnover 2018-19 : 2019-20
(Furnish documentary evidence)

6. GST No
.....
PAN No. of the Organization/Individual :.....
(Furnish photocopies of relevant documents)

7. Details of three prominent organizations served/being served with similar services (Also attach a list of the organizations served in the recent past, from where the scraps are lifted)

<u>Name and Address</u>	<u>Annual Cost of Contract</u>
a.	
b.	
c.	

- 8.. Do you agree with the terms and conditions stipulated in Annexure-A :

- 9.. Details of EMD(enclosed DD) : DD No. _____ dated _____ for
Rs.50,000/- drawn on _____
Bank in favour of **UBGB**, payable
Muzaffarpur.

Declaration

It is certified that the information furnished above is correct to the best of my/our knowledge & belief. I/We have gone through the terms and conditions stipulated in Annexure-A and confirm to abide by same. We have seen the material to be lifted from UBGB, H.O. Muzaffarpur. A copy of the terms and conditions with its all pages signed, in token of acceptance of the same is enclosed.

Signature.....

Place-----

Name.....

Date.....

Designation.....



Uttar Bihar Gramin Bank

Head Office, Kalambagh Chowk, Muzaffarpur

Annexure- C

Performa for Commercial Bid

1. Name of the Firm/Individual :
Address & Tel. No.
E mail ID
2. Rates offered for *Lifting of Paper/Wooden/Aluminum and Steel Scrap to be purchased from*
UBGB

Quoted Price
(In words)/per kg

- I. All kinds of wooden/plywood scrap material.
- II. All kinds of steel /Iron scrap material.
- III. All kinds of Aluminum scrap materials.
- IV All kinds of Plastic scrap materials.
- V Paper-1.White
2.coloured

Note:

- a. Rates should be all inclusive.
- b. The Firm/Individual will have to quote for all of the above items of scrap, failing which offer may be rejected.
- c. **UBGB** reserves the right to accept or reject any offer without assigning any reasons whatsoever.
- d. **UBGB** reserves the right to cancel this tender in case no satisfactory proposal is received.

It is certified that the information furnished above is correct to the best of our knowledge & belief.

Place

Name & seal of Orginazation

Date:-

Signature